

**Summary of the
Program, Policy, and Structure Committee (PP&S) Teleconference
April 19, 2000**

The PP&S Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met Wednesday, April 19 by teleconference at 11:00 a.m. EDT. The meeting was led by Committee Chair, Marcia Davies, of the U.S. Army Corps of Engineers. This was the second committee teleconference since the interim meeting. Participants can be found in Attachment A.

NEW ISSUES

1. The Committee chair reviewed briefly actions proposed at the previous teleconference.
2. The meeting was turned over to Tom McAninch who led a discussion on proposed changes to the glossary. There were outstanding issues at the end of the discussion that required input not yet received from other committees. The glossary changes proposed were approved for posting to the web site for consideration for voting at NELAC VI.
3. The issue of replacements was discussed. It was agreed that Tom McAninch will fill the remainder of Roberto Luna's term and a replacement will be sought by the chair to replace Tom in his expiring position. Ken Jackson from New York will replace Marcia Davies.

NEXT MEETING

If sufficient new issues arise, another teleconference will be called before NELAC VI.

**PARTICIPANTS
PROGRAM POLICY AND STRUCTURE COMMITTEE MEETING
APRIL 19, 2000**

Name	Affiliation	Address
Davies, Marcia Chair	US Army Corps of Engineers	T: (402)697-2555 F: (402)697-2595 E: marcia.c.davies@usace.army.mil
Brenner, Alice (absent)	Texas Department of Health	T: (512)458-7585 F: (512)458-7452 E: Alice.Brenner@tdh.state.tx
Burton, Arthur (absent)	Sequoia Analytical Laboratory	T: (650)364-9600 F: (650)364-2048 E: burton@sequoialabs.com
Clark, Stephen	USEPA/OW	T: (202)260-7159 F: (202)260-4383 E: clark.stephen@epa.gov
Farrell, III, John (absent)	Analytical Excellence, Inc.	T: (407)331-5040 F: (407)331-4025 E: AEX@ix.netcom.com
Giesler, Barbara	NM Environment Dept (NMED)	T: (505)827-1400 F: (505)827-7545 E: barbara_giesler@nmenv.state.nm.us
McAninch, Thomas	Eastman Chemical Co.	T: (903)237-5473 F: (903)237-6395 E: twmcan@eastman.com
Rosecrance, Ann	Core Laboratories	T: (713)329-7414 F: (713)895-8982 E: arosecrance@corelabcorp.com
Sorbet, Elaine	LA Dept. of Environmental Quality	T: (225)765-2405 F: (225)765-2408 E: elaine_s@deq.state.la.us